FINANCE, LICENSING & REGULATION COMMITTEE MINUTES
TUESDAY, OCTOBER 19, 2021 – 4:30 PM
CITY HALL, COUNCIL CHAMBERS

Committee Members: Chairperson Ken Howell, Alderpersons: Joan Yunker, Mary Jo Fesenmaier, John Halverson, and Rich Hedlund

Chairperson Howell called the meeting to order at 4:30 p.m.

Roll Call
Present: Howell, Halverson, Hedlund, Fesenmaier, and Yunker
Absent: None

Comments from the public as allowed by Wis. Stats. §19.84(2), limited to items on this agenda except for public hearing items. Comments will be limited to 5 minutes
Carol Pearson; 932 George St; Spoke in regards to the conditions of various City sidewalks.

Cindy Yaeger; 1284 Edgewood Dr; Spoke in opposition to the proposed increase of the slip and buoy rates.

Buzz Yaeger; 1284 Edgewood Dr; Spoke in regards to the proposed down payment for slips and buoys.

Approve the minutes of the October 5, 2021 Finance, Licensing, and Regulation Committee meeting as prepared and distributed
Motion by Yunker to approve, second by Fesenmaier. No discussion. Motion carried 5-0.

Licenses & Permits

Discussion/Recommendation regarding a Tier II Event Permit application filed by VISIT Lake Geneva for the 46th Annual Electric Christmas Parade
Motion by Hedund to approve, second by Halverson. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding a Taxi Company License application filed by Need a Ride Taxi Service, 319 E South St Unit #7, Lake Geneva
Motion by Hedlund to approve, second by Howell. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding Utility Commission and Public Works Department joint project located on Lakeview Dr and Lake Shore Dr using the American Rescue Act Funds- ***Utilities Director Gajewski & Public Works Director Earle***
Utilities Director Gajewski and Public Works Director Earle addressed the committee regarding this project. They have worked together to identify the areas of concern including water, sanitary, storm water, and road work. Gajewski asked that the committee refer this to Council to hopefully gain approval, to then start the engineering process.
Finance Director Hall explained that this project would qualify for the ARPA funds. Gajewski added that this area was selected based on a number of factors including lead line replacement, water main replacement, storm water management and the need for curb and gutter.
Motion by Howell to approve, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding Change Order #1 filed by Selzer-Ornst for the Library Restoration Project in an amount not to exceed $2,918.00- ***Library Director Kornak***
Motion by Yunker to approve, second by Halverson. Hedlund stated that this will be covered by the Library construction contingency fund. Motion carried 5-0.

Discussion/Recommendation regarding **Resolution 21-R68** amending the City of Lake Geneva Fee Schedule- ***Clerk Kropf***
Clerk Kropf explained that one Riviera Ballroom rate was not added to the fee schedule by mistake and this would remedy this error. Motion by Hedlund to approve, second by Yunker. Motion carried 5-0.

Discussion/Recommendation regarding designating City Administrator as the ADA Compliance Officer ***–Administrator Nord***
Motion by Halverson to approve, second by Hedlund. City Administrator Nord stated that if this is approved it would be added to the ordinance and job description. Motion carried 5-0.

Discussion/Recommendation regarding proposed policy for vendor contract management - ***Administrator Nord***
City Administrator Nord stated that this was at the request of another committee and included what department would oversee which contract. He added that this is draft policy that needs careful language review from the City Attorney. Fesenmaier would like to see one place on the City website to obtain those contracts.
Motion by Halverson to suspend the rules to allow Alderperson Flower to speak, second by Fesenmaier. Motion carried 5-0.
Flower inquired how those vendors who respond to several departments such as the City Planner and City Engineer. City Administrator Nord stated that the next steps would be to identify what vendors do or not have contracts. No action taken.

Discussion/Recommendation regarding Sidewalk Maintenance Policy- ***DPW Director Earle***
DPW Director Earle stated that this should be back to the Public Works Committee for further discussion.
Motion by Howell to refer to the Public Works Committee, second by Hedlund. Public Works Director Earle added that some time would need to be taken to verify that this policy wouldn't contradict any existing ordinances. Motion carried 5-0.

Discussion/Recommendation regarding approving use of Library Park Sidewalk Capital Improvement Project funds for the 2022 Phase of the Sidewalk Maintenance Program- ***DPW Director Earle***
Motion by Howell to refer to the next meeting, second by Hedlund. Flower requested that this be added to the Street Improvement Project as borrowed money cannot be used in this manner. Motion carried 5-0.

Discussion/Recommendation regarding Agreement for 2022 Lifeguard Services with the Water Safety Patrol- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Harbormaster Russell addressed the committee regarding the new 2022 contract, that includes an approximate 3% increase.
Motion by Yunker to approve, second by Hedlund. Motion carried 5-0.

Discussion/Recommendation regarding possible increase of buoy/slip rate for 2022- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Russell explained that he had presented all of this data to the Piers, Harbors, and Lakefront Committee and that his recommendations were in the packet. Yunker stated that West End Pier needs serious work and this would increase would go to funding this. He recommended that a 5% increase be implemented for the residents and that non-residents/non-resident property owners should be increased at a high rate. Russell explained that his recommendation would be resident rate for the West End Pier and the Riviera slips have a 5% increase and that all others have a 10% increase. Fesenmaier stated that it would be easier for there to only be a resident and non-resident rate.

Motion by Yunker to increase the slip and buoy rate for 2022 for residents by 5%, for non-residents a 10% increase, and the Riviera slips increase by 5%, second by Hedlund. Fesenmaier stated that she would like to see written documentation to justify the cost increase.

Motion by Fesenmaier to continue to the next Finance meeting, second by Halverson. Motion failed on a roll call vote 2-3, with Hedlund, Yunker, and Howell voting no.

Motion to amend by Fesenmaier that the resident rate have no increase, no second was offered. Motion failed. Original motion carried 4-1, with Fesenmaier voting no.

Discussion/Recommendation regarding possible addition of rate classification for kayak, buoy, and slip rates- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Motion by Heldund to approve, second by Yunker. No discussion. Motion carried 4-1, with Fesenmaier voting no.

Discussion/Recommendation regarding possible requiring buoy/slip deposits no later than January 31 of the year- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

Discussion/Recommendation regarding possibly increasing beach pass rate to $10- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Russell stated that he would like to see this stay the same, but would like the future to have a cashless system.

Motion by Fesenmaier to approve the beach pass rate at $8 and move towards a cashless system, second by Hedlund. Howell stated that he would not be in favor of the cashless system. Russell stated that most resident children, who may not have access to a cashless payment option, would more than likely have a resident pass or they could use their phone to use the VIPLY App. Finance Director Hall agreed with the cashless system for reconciliation purposes and security. Motion carried 5-0.

Discussion/Recommendation regarding possibly extending the kayak rack rental by one month; terminating on November 15 instead of October 15- ***Approved by the Piers, Harbors, and Lakefront Committee on October 12, 2021***
Russell stated that this would not have an impact to the current operation and this had come as a request from the kayak rack renters.
Motion by Yunker to approve, second by Hedlund. Fesenmaier stated that this would also increase the rental rate. Motion carried 5-0.

Discussion/Recommendation regarding a proposed partnership with CGI Communication INC for creation of educational videos- ***Administrator Nord***
City Administrator Nord stated that this company is endorsed by the League of WI Municipalities and this company would create videos to promote the City. This would not cost the City any money, but would be paid for by advertisements. It would spotlight on not only the businesses, but the schools and residential areas as well. Fesenmaier stated that she would not be in favor of businesses being advertised on the City website. No action taken.

Discussion regarding September Treasurer's Report and Budget versus Actual- ***Finance Director Hall***
Finance Director Hall gave on overview of the September Treasurer's Report and the budget versus actual. No action taken.

Presentation of Accounts
Prepaid Bills in the amount of $945,180.64
Motion by Yunker to approve, second by Hedlund. No discussion. Motion carried 5-0.

Regular Bills in the amount of $151,618.10
Motion by Hedlund to approve, second by Yunker. No discussion. Motion carried 5-0.

Adjournment
Motion by Hedlund to adjourn, second by Yunker. Motion carried 5-0. The meeting adjourned at 5:38 p.m.